

Dear Councillors, you are summoned to attend a meeting of Loddon Town Council, to be held in the Hollies Rear Hall, High Street, Loddon on Wednesday 8 October 2025 at 7.00pm.

Members of the public are welcome to attend in person and will be provided an opportunity for public participation under *Public Forum*.

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded.

Signed: *Emily Curtis* (Town Clerk)

Dated: 2 October 2025

AGENDA

1. **Welcome and meeting etiquette (note if anyone wishes to record the meeting)**
2. **To consider co-opting to fill the Cllr vacancies**
3. **To receive and consider apologies for absence and consider accepting them**
4. **To receive any Declarations of Interest for items on the agenda and to consider any requests for dispensations**
5. **To approve as a correct record, the Minutes of the meeting held on the 10 September 2025**
6. **Public Forum**
 - 6.1: County/District Councillor Kay Mason Billig
 - 6.2: District Councillor Jeremy Rowe
 - 6.3: Public Forum
7. **To receive reports from Council** (previously circulated for info and taken as read)
 - 7.1: Chairman's Report
 - 7.2: Councillors' Reports (including Outside Representative Roles)
 - 7.3: Clerk's Report
 - 7.4: Administration and Allotment Officer's Report
 - 7.5: Parish Warden's Report
 - 7.6: Data Protection Matters
 - 7.7: Biodiversity Report
8. **To receive the finance report from the Responsible Finance Officer**
 - 8.1: To receive the Bank Reconciliation to 30 September 2025
 - 8.2: To approve accounts for payment in accordance with the Budget
 - 8.3: To consider any grant applications received
 - 8.4: To consider quotes for replacement surface under the Kitten's Lane swings
 - 8.5: To discuss the funding for the Jubilee Hall Pedestrian Access (Parish Partnership Bid)
 - 8.6: To note the insurance renewal 2025/26
 - 8.7: To note the conclusion of the Audit and the External Auditor's Report for 2024/25
 - 8.8: To approve the project outline for the Warren Hills Open Woodland
 - 8.9: To review Loddon Allotment Garden Rents and creation of an Earmarked Reserve
9. **Planning** (*Please see the Planning Schedule (attached to the minutes) for all applications*)
 - 9.1: To consider a response to planning applications received from South Norfolk Council

- **2025/2986** - Replacement of existing garage with a new outbuilding, Stubbs Cottage Stubbs Green

- **2025/2987** – Listed Building Consent - Replacement of existing garage with a new outbuilding, Stubbs Cottage Stubbs Green

9.2: To note decisions on planning applications by South Norfolk Council

9.3: To consider planning applications received from Broads Authority

9.4: To note decisions on planning applications by the Broads Authority

10. Public Open Space, Assets and Highways

10.1: To receive the Sam2 reports for information

10.2: To consider weekend use of Hobarts Sports Hall Car Park

10.3: To consider installing a Christmas tree at Staithe

11. Governance

11.1: To review the Scheme of Delegation

11.2: To consider the revisions to the Loddon & Chedgrave Playing Field Committee Terms of Reference

12. To receive updates

12.1: Loddon & Chedgrave Playing Field Committee (and Tennis Subcommittee)

12.2: Finance and Governance Committee

12.3: Love Loddon Community Group

12.4: Chet Valley Community Larder

12.5: Personnel Committee

12.6: Events Working Party

12.7: Jubilee Hall – Loddon

12.8: South Norfolk Council – Pyes Mill, The Staithe, Toilet Transfer

13. To consider correspondence received and determine a response if required

14. To consider any items for a future agenda

15. Date of next full Council meeting: Wednesday 12 November 2025 at 7.00pm. Hollies Rear Hall. (Agenda items to Clerk by the 5 November 2025).

16. Exclusion of public and press: To consider excluding members of the public and press under the Public Bodies (Admissions to Meetings) Act 1960 Schedule 12A ss 1) & 2)

17. To receive an update from the Loddon Building Preservation Trust (LBPT) and decide any necessary action